

**IDAHO BOARD OF DENTURITRY**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 11/2/2018**

**BOARD MEMBERS PRESENT:** Richard Howell - Chair  
Carla R Wolfrum  
Pamela W Miller  
Jacqueline Mabrey

**BOARD MEMBERS ABSENT:** Lisa H Penny

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Deputy Bureau Chief  
Maurie Ellsworth, General Counsel  
Kim Aksamit, Technical Records Specialist II

The meeting was called to order at 10:44 AM MDT by Richard Howell.

**APPROVAL OF MINUTES**

Ms. Wolfrum made a motion to approve the minutes of April 13, 2018, May 9, 2018 and October 2, 2018. It was seconded by Ms. Mabrey. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. The deadline to submit legislative ideas to the Governor's Office is July 17, 2019 and the deadline to submit proposed rule changes to the Governor's Office is August 18, 2019 for the 2020 Legislative Session.

**INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION  
LAWS COMMITTEE**

Ms. Cory updated the Board on the Legislative Interim Committee's meeting held on 10/19/2018. Mr. Greg Wilson, Lieutenant Governor Little's Chief of Staff, presented the Licensing Freedom Act Report and Initial Recommendations. As stated in the report, Lieutenant Governor Little will convene a working group to review the agency reports in greater depth; review specific recommendations from boards, commissions, and agencies; and begin implementing the initial recommendations from this report. A link to this report is on the Lieutenant Governor's website.

The Committee heard from Legislative Services Staff on topics they had researched, and from Marv Hagedorn, chief administrator, Idaho Division of Veteran's Affairs. Topics included military service members and veterans, fees, felonies, and endorsement. Mr. Albert Downs with the National Conference of State Legislatures (NCSL) addressed the committee and extended an invitation to Idaho to participate in the NCSL Occupational Licensing Consortium. Ms. Cory stated that a multi-state Consortium, organized last year by NCSL, is looking at items related to licensing and certification laws, and nationwide alignment. The Committee voted to accept NCSL's invitation for Idaho to join the Consortium. The Lieutenant Governor and the Legislature are working together on these efforts.

Finally, the Interim Committee mentioned that members will be reaching out to Board members to discuss the executive order reports. The Interim Committee's next meeting is scheduled for November 16<sup>th</sup>. Ms. Cory will continue to follow these issues and update the designated Board members.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$13,186.74 as of 10/31/2018.

## **FY 2018 CONTRACT RENEWAL**

Ms. Hall presented the FY 2018 contract renewal to members of the Board. Ms. Miller made a motion to accept the contract and authorize the Board Chair to sign on behalf of the Board. It was seconded by Ms. Wolfrum. Motion carried.

## **OPEN MEETING LAW**

Ms. Cory reviewed HB611 that made changes to the open meeting law regarding meeting notices and agendas. Changes effective July 1, 2018 included: notices and agendas must be posted online if the agency has an online presence; identification of all "action Items" must be noted on the agenda; and final action may not be taken on an agenda item added after the start of the meeting unless an emergency is declared.

## **OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

## **NEW BUSINESS**

**NEXT MEETING** was scheduled for April 5, 2019 at 10:30 AM MST.

## **CORRESPONDENCE**

The Board reviewed correspondence from Tom Young with American Denturist School. No action was taken.

## **EXECUTIVE SESSION**

Ms. Wolfrum made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Ms. Mabrey. The vote was: Ms. Mabrey, aye; Ms. Wolfrum, aye; Mr. Howell, aye; and Ms. Miller, aye. Motion carried.

Ms. Wolfrum made a motion to come out of executive session. It was seconded by Ms. Miller. The vote was: Ms. Mabrey, aye; Ms. Wolfrum, aye; Mr. Howell, aye; and Ms. Miller, aye. Motion carried.

## **APPLICATIONS**

Ms. Mabrey made a motion to approve the internship application for Michael Mings. It was seconded by Ms. Wolfrum. Motion carried.

## **CONTINUING EDUCATION**

After review by Board members, the continuing education audit response was approved.

## **BOARD ELECTIONS**

Ms. Wolfrum made a motion to elect Mr. Howell as Board Chair. It was seconded by Ms. Mabrey. Motion carried.

## **ADJOURNMENT**

Ms. Mabrey made a motion to adjourn the meeting at 12:05 PM MDT. It was seconded by Ms. Wolfrum. Motion carried.

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Richard Howell, Chair

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Carla R Wolfrum

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Pamela W Miller

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Lisa H Penny

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Jacqueline Mabrey

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Tana Cory, Bureau Chief